



# SIM Quality System Task Force

## **SPEAKER**

**Isabelle Amen**, Chair of the SIM QSTF  
National Research Council of Canada (NRC)

**BIPM CBKT Technical Exchange on the Quality Management System (QMS) requirements of the CIPM MRA | 17 June 2026**

## Sistema Interamericano de Metrología (SIM)



- Inter-American Metrology System (SIM) is the **Regional Metrology Organization (RMO)** for the Americas & Caribbean (CARICOM & Jamaica)
- Within the context of the CIPM MRA, SIM is responsible for reviewing QMS of its member institutes
- Delegated to the **SIM Quality System Task Force (QSTF)**
  - one voting delegate from each SIM member NMI, which is also a signatory to the CIPM MRA (16 delegates) plus Chair and Secretariat
    - Deputy Chair also serves as a current Delegate

54 Members since 2016: 33 active members (NMIs), 17 associate members (DIs), 4 affiliate members

## Overview of SIM's practices for QMS

- SIM By-laws and SIM 09 give mandate to the **SIM QSTF** to review, approve and monitor QMS on behalf of SIM\*
  - Both accreditation and self-declaration are allowed
  - Review is done during meetings twice a year
  - Some activities are done remotely (transition with e-vote)
  - Institutes are required to submit specific information
- SIM QSTF reviews QMS of NMIs/DIs/IOs within the framework of the CIPM MRA (**ISO/IEC 17025, ISO 17034**)
  - QMS approval is required to support CMC claims
- QSTF is not limited to this purpose, SIM serves all members to also **meet the region's needs**
  - Any NMI/DI in the SIM region may present a QMS related to their measurement services for QSTF approval
  - QMS can also be based on ISO/IEC 17043 [QSTF-00]

\*QSTF-00 Procedure for Review and Approval Quality Management Systems

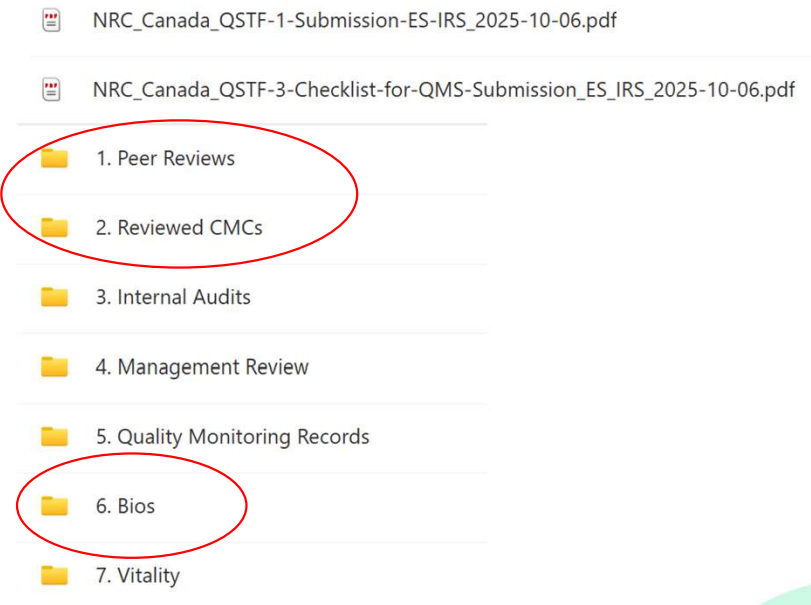











# Overview

## SIM's Review of QMS

- NMIs/DIs/IGOs may present their QMS **as a whole or in parts**, but must clearly specify which measurement services are included in the presentation [QSTF-00 v1.3 4.4]
- The QSTF requires the QMS undergo “a peer review/assessment prior to and **within 18 months of the meeting** the presentation is made” [QSTF-00 v1.3 3.2]
- NMIs/DIs/IGOs must submit, in full and in English, the Submission Template (QSTF-1) and the Checklist (QSTF-3) [QSTF-00 v1.3 4.5]
- QSTF-1 and QSTF-3 ask for the supporting evidence needed in the submission

Submissions uploaded by the SIM Delegate to **the SIM SharePoint** by the deadlines.



	NRC_Canada_QSTF-1-Submission-ES-IRS_2025-10-06.pdf
	NRC_Canada_QSTF-3-Checklist-for-QMS-Submission_ES-IRS_2025-10-06.pdf
	1. Peer Reviews
	2. Reviewed CMCs
	3. Internal Audits
	4. Management Review
	5. Quality Monitoring Records
	6. Bios
	7. Vitality

Assessors/reviewers must meet the requirements of CIPM MRA G-12 section 3.4 and Appendix A (independence, qualification and experience)

# Review

## SIM's Approval of QMS

- Information/Documentation provided to the SIM QSTF delegates for the QMS review is considered confidential
  - Delegates **review the submissions in advance**
  - **NMI/DI/IGO presents** during the meeting focusing on QMS implementation, external reviews, impact analysis on past work/CMCs and vitality of the QMS
- After the presentation of the QMS is given during the meeting, each delegate is asked to raise **questions**, provide **comments**, and engage in **discussion** with the presenter
- Motions/seconds are accepted regarding the QMS under review, voting is taken by each Delegate/or Alternate. **Motions/seconds/votes** are **recorded in the minutes**
- Observers are welcome to observe SIM QSTF meetings



**Minutes**  
**SIM Quality System Task Force Meeting**  
**6 – 7 October 2025**  
**Ottawa, Canada**  
**Hybrid Meeting**

**MOTION** by **Rodrigo Ramos (UDEC)**, to approve the **INMETRO** Quality Management System in Support of CMCs for **Mass and Related Quantities – Fluid Flow (ISO/IEC 17025:2017)** presented by **Erlon Henrique Martins Ferreira (INMETRO)**  
**Second by:** Elizabeth Ferreira (LATU)  
**In-favor:** 15  
**Opposed:** 0  
**Abstentions:** 0  
**MOTION APPROVED**

# Approval

## SIM's Monitoring of QMS

- Re-approval of QMS and vitality of published CMCs
  - Approved QMS must be reviewed and **re-approved within five (5) years** by the QSTF
  - Re-approvals of a QMS have the **same requirement** as original approvals
  - In addition, re-approvals require **evidence accumulated** over the last several years supporting the existence of a robust QMS
- All NMIs/DIs/IGOs with a SIM QSTF approved QMS must submit an **annual report** to SIM QSTF
  - Documenting significant changes that have occurred that might affect the continued delivery of those CMCs
- Each NMI/DI/IGO shall **promptly notify** the Chair and Secretariat **at any time** of **any major changes**

### Vitality (5-year reviews)

- Participation in comparisons
- Publications + presentations
- Staffing
- Equipment/facility upgrades
- Scale realizations
- Collaborations
- International representation
- Assessor activity

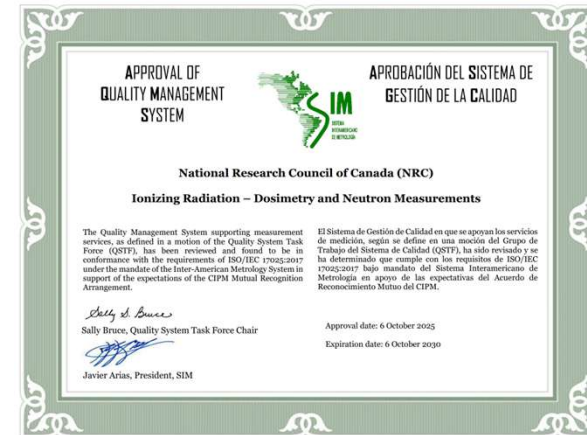
SIM Quality System Task Force  
QMS Annual Report for the reporting period: **July 1, 2024 to June 30, 2025**  
by XXX<sup>1</sup>

Significant Changes in the Approved QMS

# Monitoring

## SIM's publication on QMS

- Resource available for **understanding SIM's practice** on ensuring QMS confirmations :  
<https://sim-metrologia.org/about-us/structure/quality-system-task-force-qstf/>
- The **formal approval is the motion in the approved minutes**. SIM Certificates are for demonstration purposes. **QSTF Chair** is responsible for enquiries re. scope of approval
- Learn more: SIM hosted a Remote Seminar in March 2024 entitled, **A Look at the QSTF**. (YouTube channel)
- SIM QSTF meetings are also:
  - a forum to share and exchange on QMS practices in our metrology organizations
  - a learning opportunity for countries in our region developing their metrology infrastructure



<https://www.youtube.com/@simmetrology7958?app=desktop>

# Publication



# Thanks.

**Isabelle Amen**

National Research Council of Canada (NRC)

isabelle.amen@nrc-cnrc.gc.ca



**Follow us on:**

-  [facebook.com/metrosim](https://facebook.com/metrosim)
-  [youtube.com/simmetrology7958](https://youtube.com/simmetrology7958)
-  [www.sim-metrología.org](http://www.sim-metrología.org)
-  [linkedin.com/company/metrosim](https://linkedin.com/company/metrosim)